



STATE OF TENNESSEE
DEPARTMENT OF COMMERCE AND INSURANCE
DIVISION OF REGULATORY BOARDS
LOCKSMITH LICENSING PROGRAM
500 JAMES ROBERTSON PARKWAY
NASHVILLE, TN 37243-0570
615.532.3369 FAX 615.532.2965
www.tn.govcommerce/boards/

ELECTRONIC FINGERPRINT SUBMISSION **ATTENTION ALL APPLICANTS**

-Locksmith License and Locksmith Apprentice-

Effective October 1, 2012, all applicants must utilize electronic fingerprint submission. This office will no longer process applicant fingerprint cards. Applicants should submit payment for fingerprint processing directly to the provider. **Attach** a copy of the receipt for electronic fingerprint submission to the application.

Agency Name: Commerce and Insurance
Applicant Type: Locksmith License
Agency ORI #: TN920520Z

Option (1): **L-1 Identity Solutions (Electronically scanned fingerprint submissions)**
L-1 Identity Solutions will scan and transmit your fingerprints to the TBI and FBI. You should make an appointment with L-1 Identity Solutions. L-1 will transmit the applicant's fingerprints to the TBI and FBI for processing, and the report will be received by this office. **You will submit payment for fingerprint processing directly to L-1. Applicants must bring approved identification documents to the appointment. Please refer to the list of acceptable identification at www.L1enrollment.com**

Online Scheduling:

- **www.L1enrollment.com**
- **Click on the Tennessee map.**
- You will enter your applicant information as prompted online.
- **Enter required information.**

Call Center Scheduling: Available Monday-Friday, 8:30 A.M – 4:30 P.M. (Central)

- If you do not have access to the internet you may call **855-226-2937** (toll-free).
- Operators will collect required information and schedule your appointment.

Option (2): **Out of state applicants:** This office will no longer process applicant fingerprint cards, you must utilize L-1 Identity Solutions Tennessee Card Scan Processing Procedures. Prints must be submitted electronically by following the instructions for L-1 Tennessee Card Scan Processing Procedures **“Pay for Ink Card Submissions”**. You will submit payment for fingerprint processing directly to L-1. Detailed instructions can be found at www.L1enrollment.com

You must use standard FBI applicant cards (FD-258) and you must have the correct ORI, agency and applicant information. Contact this office to request fingerprint cards that can be used to send directly to L-1 for processing.